

# CONCURRENT ENROLLMENT

## 2004 – 2005 School Year

District/Charter School: \_\_\_\_\_ Date: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

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### Assurances Statement:

The concurrent enrollment data contains information for all high schools in the district. The program complies with Utah Code 53A-15-101, including the following:

- ☐ Courses are 1000-2000 level courses.
- ☐ Participating high school instructors are approved by the USHE institution.
- ☐ The awarded concurrent credit is uniform throughout the class.
- ☐ A written annual contract exists between the district and each USHE institution used.
- ☐ Tuition and fees are not charged to students.
- ☐ Use of funding complies with Utah State Board of Education (USBE):
  1. Tuition for students as established by an agreement with the USHE institution.
  2. A share of the costs of supervision and monitoring by USHE institution employees according to the annual contractual agreement.
  3. Aid in staff development of adjunct faculty in cooperation with the participating USHE institution.
  4. Assistance with delivery costs for distance learning programs.
  5. Participation in the costs of district or school personnel who work with the program.
  6. Student textbooks and other instructional materials.
  7. Fee waivers for costs or expenses related to concurrent enrollment for fee waiver-eligible students under R277-407.
  8. Other uses approved in writing by the USOE consistent with the law and purposes of R277-713.
- ☐ Participating students have not graduated from high school, as per USBE board rule definition.
- ☐ Written guidelines for student eligibility are present.
- ☐ Participating students are scheduled through the SEOP process, and an individual student record of agreements with parental permission is documented.
- ☐ USHE grades for classes are assigned and remain the same for high school credit. College grades are recorded on the final concurrent enrollment report.
- ☐ Only courses on the USOE master list are available for concurrent enrollment.
- ☐ Instructor training on information, records, confidentiality, and law and policy for human sexuality instruction is provided through USOE and/or USHE institutions.
- ☐ Fee waivers for consumables are available to eligible students.
- ☐ The district has a written policy for awarding credit. Concurrent enrollment credit is consistent with this policy.
- ☐ Parental permission for student participation is documented.

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Parent and student notification is completed and recorded regarding student participation and privacy protection (FERPA).



Instructors are trained on information, records, confidentiality, and law and policy for human sexuality instruction.

**The report contains an accurate representation of the concurrent enrollment program for the 2004-2005 school year.**

**District Official:** \_\_\_\_\_  
(Please type or print name)

**Signature:** \_\_\_\_\_

**Please return this form by July 15, 2005 to:**

Paul Puzey, Curriculum Coordinator  
Utah State Office of Education  
250 East 500 South  
P.O. Box 144200  
Salt Lake City, Utah 84114-4200